

Your guide to the Patient Travel Subsidy Scheme (PTSS)

Step

1

Referral

Did you get a specialist referral that is located more than 50km from your local public hospital or public health service?

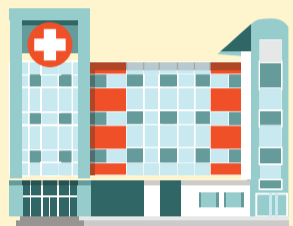
Check if you can receive a travel subsidy using the Eligibility Checking tool online or have a yarn with your doctor or Indigenous Liaison Officer for more information.

To register, complete 3 simple forms:

- Form A: Patient Registration**
- Patient Vendor Banking Details form**
- Form B: Travel Referral** – ask your doctor to help fill this out.

Submit these forms for assessment:

- Online (Form A only)
- To any Queensland public hospital, public health service, Indigenous Liaison Officer in person, via email, fax or post.



Step

2

Assessment

We'll look at your application against the PTSS Guidelines to see if you are approved or if there are other options for your travel.

We will have a yarn with you about the outcome of your PTSS application.

ASSESSMENT COMPLETED



Step

3

Booking

You can book your travel and accommodation after you get a **confirmation email** saying you are approved.

- If you need support have a yarn with your local public hospital or public health service to help book your travel or for accommodation assistance.
- If you choose to book your own travel or accommodation, remember to **keep all your tax invoices**.



Step

4

Attendance

When you attend your appointment, yarn with the specialist or representative to fill out **Form C: Appointment attendance**.

If you are staying with family or friends, complete and sign **Form D: Accommodation confirmation**.

Keep this form to submit a claim later. If you need assistance booking your return travel, have a yarn with your local public hospital or public health service.



Step

5

Make a claim

Gather the following documents to make a claim:

- A completed and signed **Form C: Appointment attendance**
- All tax invoices for travel and accommodation bookings
- A completed and signed **Form D: Accommodation confirmation** if you stayed with family or friends

Submit these documents for assessment:

- To any Queensland public hospital, public health service, or Indigenous Liaison Officer via email, fax or post.

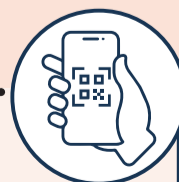
Yarn with your local travel mob for more information.

Final step

6

Subsidy payment

After you submit all the correctly completed paperwork, the PTSS team should process your subsidy payment within 30 business days.



For more information visit:

www.health.qld.gov.au/ptss or call 13 HEALTH (13 43 25 84)
Contact your local travel office at your local hospital or health facility.
Open your smart phone's camera and point it at the QR code.



Queensland Government